

ANH NGUYEN

San Francisco, CA 94121 • 415-555-5873
anguyen@ucdavis.edu • linkedin.com/in/anhnguyen

PROFESSIONAL SUMMARY

Emerging sales professional with experience in the consumer product industry and strong track record of excellence. Highly effective at creating and maintaining good customer relations and generating repeat business. Proven ability to train and manage new team members.

EDUCATION

Bachelor of Science in **Managerial Economics** with a minor in Communication
University of California, Davis, June 2024

Carlos University, **Education Abroad Program**, Madrid, Spain, Summer 2022

SKILLS

Computer: Proficient in MS Word, Excel, email and Internet Explorer in PC and Mac environments

Language: Fluent in Vietnamese, Conversational Spanish (spoken)

Communication: Able to write clearly and convincingly and give public presentations to large groups

RELEVANT EXPERIENCE

UC Davis EOP Tutor, Davis, CA

Sep 2021 - present

- Tutored an average of 6 students per week through the EOP program at UC Davis, supporting skill development in college level English composition and reading
- Facilitated access to academic support resources for students in the disabled community by converting print resources to accessible file formats

Marketing/Sales Intern, Progressive Microproducts, Sacramento, CA

June 2023 – Sep 2023

- Developed and implemented marketing and advertising strategies for personal computing products, contributing to revenue growth of 26% since previous year
- Designed educational materials to support software users on both Windows and Apple OS
- Participated in annual computer trade show hosting 150+ vendors and 3,000+ visitors

Management Trainee/Salesperson, Grand Auto, Inc., San Francisco, CA

May 2018 – Sep 2020

- Performed full-time sales work for auto parts store with annual sales exceeding \$35 million, earning annual sales award for 2019 fiscal year
- Maintained a large store inventory using a computerized inventory system
- Supervised and trained a sales force of 34 representatives
- Implemented parts department reorganization for enhanced workflow

LEADERSHIP

McNair Scholar, Sep 2021 – present

Member, Vietnamese Student Association, Sep 2021 – present

Fundraising Chairperson, Member, Delta Sigma Pi, a business fraternity, Sep 2022 – June 2023